



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

DEPARTMENT ORDER NO. DO2020-01-0003

**RECONSTITUTING THE BIDS AND AWARDS COMMITTEE OF THE
DEPARTMENT OF ENERGY (DOE – BAC)**

Pursuant to Article V of the Republic Act (RA) No. 9184 (Government Procurement Reform Act) and Rule V of its Revised Implementing Rules and Regulations (IRR) which took effect on September 2, 2009, the Bids and Awards Committee of the Department of Energy (DOE-BAC), its Secretariat and Technical Working Group (TWG) are hereby further reconstituted, as provided hereunder:

Regular Members :

Undersecretary RAUL B. AGUILOS, CESO I	- Chairperson
Assistant Secretary GERARDO D. ERGUIZA, JR	- Vice – Chairperson
Director ARTHUS T. TENAZAS, CESO IV	- Member
Director ARACELI S. SOLUTA	- Member
Director ANGELINA V. MANGA, CESO IV	- Member

Alternate Members :

Assistant Director RODELA I. ROMERO	- Alternate to any Member
-------------------------------------	---------------------------

Provisional Members :

Director / Division Chief or Head of Office	- Technical Expert
Official / Employee	- End – User Representative

Technical Working Group (TWG) :

1. Atty. MYRA FIERA F. ROA	- Head
2. Atty. MARGARET D. DEGOLLACION	- Assistant Head
3. Mr. NIXON B. AGUILAR	- Member
4. Mr. DEMUJIN F. ANTIPORDA	- Member
5. Ms. LEILANI B. BANGIT	- Member
6. Mr. STEVEN IVAN G. CAIÑA	- Member
7. Ms. LORALAI R. CAPISTRANO	- Member
8. Ms. LARIZ A. DE CHAVEZ	- Member
9. Ms. ANNABEL M. ELMAGA	- Member
10. Mr. RYAN B. DOMASIG	- Member
11. Ms. MARIA THERESA A. HALLASGO	- Member
12. Engr. ROY J. LADUBLAN	- Member
13. Ms. VIRGINA S. LLAMO	- Member
14. Mr. MERVIN R. MEJIA	- Member
15. Ms. MELANIE C. PAPA	- Member



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

- | | | |
|-----|---------------------------|----------|
| 16. | Ms. GRACE T. PUNZALAN | - Member |
| 17. | Ms. EDITHA T. RAMOS | - Member |
| 18. | Ms. KATHLEEN T. REGALA | - Member |
| 19. | Mr. JEFFREY G. SAYCO | - Member |
| 20. | Ms. FLORDELIZA A. SEMILLA | - Member |
| 21. | Ms. FELINDA E. VILLANUEVA | - Member |

Secretariat :

- | | | |
|-----|------------------------------------|------------------|
| 1. | Mr. FEDERICO G. DOMINGO JR. | - Head |
| 2. | Ms. JAYMEE JOY A. DEOGRACIAS | - Assistant Head |
| 3. | Ms. ANNA MARIA T. REPOSAR | - Member |
| 4. | Ms. ROXANNE NATHALIE G. PEREZ | - Member |
| 5. | Ms. JESSICA CHRISTINE R. RODRIGUEZ | - Member |
| 6. | Ms. SALVE P. ORCINE | - Member |
| 7. | Ms. MA. ELIZABETH F. DUNGO | - Member |
| 8. | Ms. ANN KATHLEEN P. UAYAN | - Member |
| 9. | Ms. CHRISTIAN JOYCE T. CUY | - Member |
| 10. | Mr. DANILO M. MONTILLANO | - Member |
| 11. | Mr. JERRY P. RITUAL | - Member |
| 12. | Mr. GREGORIO E. IYO, JR. | - Member |
| 13. | Mr. ANTONIO M. BAUTISTA | - Member |
| 14. | Mr. DAVID NICHOLAS D. JANSALIN | - Member |
| 15. | Mr. RICO L. FEGURO | - Member |
| 16. | Mr. MARCHAN REY H. ARMARIO | - Member |
| 17. | Mr. HAROLD F. VILLALUZ | - Member |
| 18. | Mr. JOMAR S. LANDICHO | - Member |
| 19. | Mr. MICHAEL F. ALOBA | - Member |
| 20. | Mr. ROBERTO J. DELLORO | - Member |

Responsibilities of the BAC :

The BAC shall have the following responsibilities:

1. Creation of the TWG from a pool of technical, financial and/or legal experts to assist in the procurement process;
2. Undertake the advertisement and/or posting of the invitation to bid/request for expression of interest;
3. Conduct pre-procurement and pre-bid conferences;
4. Determine the eligibility of prospective bidders;
5. Receive and open bids;
6. Conduct the evaluation of bids with the assistance of the TWG;
7. Undertake post-qualification proceedings, with the assistance of the TWG;



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

8. Resolve motions for reconsideration filed by prospective bidders and other concerned parties with respect to the conduct of the bidding process;
9. Recommend award of contracts to the HoPE or his duly authorized representative;
10. Recommend to the HoPE the method of procurement of the goods, services, and infrastructure projects included in the APP, i.e. whether to use public bidding or any of the alternative methods of procurement;
11. Conduct any of the alternative methods of procurement;
12. Recommend the imposition of sanctions in accordance with Rule XXIII of the IRR;
13. Conduct periodic assessment of the procurement processes and procedures to streamline procurement activities;
14. Prepare a PMR that shall be approved and submitted by the HoPE to the GPPB on a semestral basis;
15. Create Canvasser's Pool or Procurement Specialists who shall perform such duties and responsibilities as may be directed by the BAC; and
16. Perform such other related functions as may be necessary in accordance with existing laws, rules and regulations.

Responsibilities of the TWG.

The BAC-TWG shall have the following responsibilities:

1. Assist the BAC in the review and evaluation of the Technical Specifications, Scope of Work, and Terms of Reference;
2. Assist the BAC in the review of bidding documents, ensuring that the same properly reflects the requirements of the Procuring Entity and that these conform to the standards set forth by R.A. 9184, its 2016 IRR and the PBDs prescribed by the GPPB;
3. Assist the BAC in the conduct of eligibility screening of prospective bidders, and in the short listing of consultants in case of biddings for consulting services;
4. Assist the BAC in the evaluation of bids and prepare the accompanying reports for the BAC's consideration and approval;
5. Assist the BAC in the conduct of post-qualification activities and prepare the post-qualification summary report for the BAC's approval;
6. Assist the BAC and BAC Secretariat in preparing the resolution recommending award, with regard to the technical aspect, if necessary;
7. Assist the BAC in the preparation of resolution of request for reconsideration; and



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

8. Provide utmost priority to BAC assignments over all other duties and responsibilities, until the requirements for the procurement at hand are completed (Jury Duty).

Responsibilities of the BAC Secretariat:

The BAC Secretariat shall have the following responsibilities:

1. Provide administrative support to the BAC;
2. Organize and make necessary arrangement for BAC meetings and conferences;
3. Prepare minutes of the meetings of the BAC;
4. Take custody of procurement documents and other records;
5. Manage the sale and distribution of Bidding Documents;
6. Advertise and/or post bidding opportunities, including Bidding Documents, and notices of awards;
7. Assist in managing the procurement processes;
8. Monitor procurement activities and milestones for proper reporting to relevant agencies when required;
9. Ensure accurate, reliable and timely posting/update of DOE procurement related data/information at the Phil-GEPS and DOE Websites;
10. Acts as central channel of communications of the BAC with end-users, PMOs, other units of DOE, other government agencies, providers of goods, infrastructure projects, and consulting services, observers, and the general public; and
11. Perform such other related functions as may be necessary and appropriate to accomplish the foregoing and/or as may be authorized by the BAC.

In the absence of the BAC Chairperson, the Vice-Chairperson shall act as the Chair. In the case of the TWG/Secretariat, in the absence of the Head, the Assistant Head shall act as the Head of the TWG/Secretariat.

To expedite the procurement process, the members of the BAC, TWG and Secretariat shall give utmost priority to BAC assignments over all other duties and responsibilities, until the requirements for the said assignments at hand are completed (Jury Duty).



Republic of the Philippines
DEPARTMENT OF ENERGY
(Kagawaran ng Enerhiya)

Term of office and Hold-Over Capacity:

The members of the BAC, TWG and Secretariat shall have a fixed term of one (1) year reckoned from the date of appointment, renewable at the discretion of the Secretary. In case of resignation, retirement, separation, transfer, re-assignment or removal, the replacement shall serve only for the unexpired term, provided, however, that in case of leave or suspension, the replacement shall serve only for the duration of the leave or suspension. Provided, that in order to avoid hiatus in the BAC and TWG/Secretariat, its incumbent Chair/Vice Chair/Members and Heads/Assistant Heads and Members, respectively, shall continue to perform their respective duties and responsibilities, in hold-over capacity, until their corresponding replacement are duly designated or appointed by the Secretary

Honoraria of BAC Secretariat and TWG Members:

Subject to the availability of funds, honoraria to the BAC Members as well as BAC Secretariat and TWG Members, except those personnel whose positions are in the procurement unit of the DOE, may be granted in an amount not to exceed twenty-five percent (25%) of their basic monthly salary in accordance with Department of Budget and Management (DBM) Circular No. 2004-5A and 2007-3, dated October 7, 2005 and November 29, 2007, respectively, and their ensuing issuances, and existing government accounting and auditing rules and regulations.

Repealing Clauses:

Department Order No. DO2019-03-0010 issued on 25 March 2019 entitled Reconstitution of Bids And Awards Committee of Department of Energy (DOE – BAC) and all other Special Orders and issuances inconsistent with this Department Order are hereby modified, repealed or superseded accordingly.

Effectively Clause:

This Department Order shall take effect immediately upon its issuance and shall remain in full force and effect until sooner modified or revoked by the Secretary.


ALFONSO G. CUSI
Secretary



JAN 29 2020